

6/1/90
C1

Bulletin No. 90-18

P-2560

P-2560 Miscellaneous (Continued)

C. Applying for Social Security Numbers Policy basis: 273.6

It is current department policy to waive the Food stamp requirement that a child under age seven have or apply for an SSN (unless the child is also applying for or receiving ANFC benefits). This was done to make the Food Stamp requirement the same as the Fuel Assistance, Prenatal and Children's Health (P&C) and WIC programs. The child receives benefits with a temporary "666" number ID.

All others who do not have a SSN must provide verification of application for a number. See procedures in P-2122 B #15 regarding how to apply for a number and how to verify this application. Explain this information to the client.

Inform the client of the following timeframes for applying for a number:

- Applicant Household -or- New Household Member in Active Case.

Verification of SSN application must be received within 30 days of the date of application or the date of reported change of a person joining an active household. Do not add the person to the grant until verification is received. If received by the deadline, the person is granted retroactive to the date of application or the first of the month in which the change in household size was reported (provided other eligibility factors are met.) If verification is not received, do not add the person to the grant.

- Child turning seven.

Verification of SSN application must be received by the review month following the child's seventh birthday. The child may receive Food Stamps with a temporary ID number until this time. A reminder MAIL message will be sent in the month prior to the review month. If the parent does not apply for a SSN, remove the child from Food Stamps effective the month after the review month. For example:

Family applies for Food Stamps on 3/16 and is certified through 8/31. The child's seventh birthday is 5/27.

A MAIL message is sent to the worker in July. The client is reviewed in August and must verify SSN application before adverse action deadline in August. If this is not done, the child is ineligible for Food Stamp benefits effective 9/1.

Options: Inform the client of SSN application requirement on six-week reminder notice of review or

interview appointment letter, or on a
verification request form.

- Verification of SSN application received after removal from
Food Stamps

If the case is active, the person is eligible effective the
first of the month in which verification is provided.

If the case is not active, the household must reapply.